

# KINGSTON PARISH COUNCIL

## FINANCE AND GENERAL PURPOSES COMMITTEE

**Minutes:** of the Meeting held on 16 May, 2019 at 7pm in Our Lady Star of the Sea Hall.

**Present:** Councillors Joyce (Chairman), Buckenham, Jolly, Kenning, Masson, Walker and Wetherell.

15/19 **Apologies:** All members were present.

16/19 **Election of Chairman** – Cllr Joyce was elected Chairman to serve for the ensuing year.

17/19 **Election of Vice-Chairman** - Cllr Jolly was elected Vice-Chairman to serve for the ensuing year.

18/19 **Declarations and Dispensations of Interests:** Further to declarations held in the Register of Members Interests, in the interest of openness, Cllrs Kenning, Masson and Walker declared membership of Kingston Gorse Estate and Cllr Jolly declared membership of West Kingston Residents Association.

19/19 **Public Opportunity:** One members of the public was present but no questions were raised.

20/19 **Minutes:** The Minutes of the Meeting of the Committee held on 21 March, 2019 were confirmed as a correct record. There were no matter arising.

21/19 **Report of the Clerk on Financial Matters**

**Account Balance** - Committee noted the balance on the Account at 31 March was £27,656.83 after taking into receipt of bank interest of £13.00.

**Payments** – The following payments were approved:

Payee	Re:	Net £	VAT £	Total £	Cheque No.
WSALC Limited	Annual Sub to West Sussex Association of Local Councils and National Association	207.26	-	207.26	594
Arun District Council	Payroll recharge * (April)	250.00		250.00	Direct Debit
Arun District Council	Printing	8.28	-	8.28	595
Sancarma Ltd	Delivery of newsletters <i>(note: Foolsoldiers Distribution had not been available for this delivery)</i>	50.00	-	50.00	596
Came and Company Ltd	Annual Insurance Premium	294.17	-	294.17	597
South Strand Community Toilets	Donation (per Budget)	300.00	-	300.00	598

**Payments Received** – Committee noted that in April payments were received from Arun District Council – ½ year Precept £4114.00 and from HMRC – Reclaim of VAT 2017/18.

22/19 **Accounts and Annual Return:** The following were considered by Committee and recommended to Full Council for approval:

The Accounts Summary for 2018-19

The Certificate of Exemption to be submitted to the External Auditor, in line with the Local Audit (Smaller Authorities) Regulations 2015.

The Annual Governance and Accountability Return (Part 2):

- Section 1 – Annual Governance Statement
- Section 2 – Accounting Statements

The above agreed subject to the receipt of the Annual Internal Audit Report and it not raising any matters materially affecting them, at which time the Annual Return will be publicised and this

will be reported on at the July meeting of Committee. If there are any such matters raised the Annual Return will be referred to an extra meeting of Council to be held by 30 June, 2019.

23/19 **Internal Audit** – It was agreed to consider of the appointment of the Internal Auditor for 2019-20, and the Annual Risk Assessment Report and the Review of Internal Audit in July 2019.

24/19 **Other matters** – Members asked that if possible, the Annual Return papers be circulated earlier next year.

The Chairman closed the meeting.

Chairman:.....

Date:.....